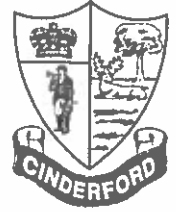


CINDERFORD TOWN COUNCIL



St. Annal's House, The Belle Vue Centre, Belle Vue Road,
Cinderford, Glos. GL14 2AB Tel: (01594) 822599
www.cinderfordtowncouncil.gov.uk Email: clerk@cinderfordtc.co.uk
Mrs.L.L. Thomas, Town Clerk

GUIDELINES FOR SAFER TOWN COUNCIL MEETINGS

COUNCILLORS AND PUBLIC

1. The meeting will be held in the Council Chamber in the Belle Vue Centre. A one way system will operate; please enter by the doors on the right and exit by the anteroom doors at the rear of the Council Chambers.
2. The Chamber will have been cleaned prior to the meeting and hand sanitiser will be available at the entrance to the building. However, we recommend councillors and member of the public also bring their own hand sanitiser/wipes etc for their personal use.
3. Masks must be worn on arrival at the Chamber and until seated for the meeting. They can be removed at this point as all seating will be 2m apart. This also applies to members of the public. Masks must be replaced when moving around the Chamber (e.g. if leaving the meeting before it is formally adjourned).
4. No printed papers will be provided on the night of the meeting. Councillors are requested to either print their own copies or bring an electronic device on which to read during the meeting. Please do not share any printed materials to minimise any risk of virus transmission.
5. The kitchen will not be open and no refreshments will be provided. Councillors and members of the public are advised to bring their own drinks etc. and not to share with others.
6. Councillors and members of the public will be required to download the NHS Test and Trace app at <https://www.covid19.nhs.uk/> and scan the Council Chamber QR code on arrival. This code is on the door at both entrances to the Chamber.

PUBLIC

7. In order to comply with social distancing requirements a maximum of 3 (three) members of the public will be allowed to attend the meeting.
8. If you wish to attend, please notify the Clerk to the Council no later than 48 hours before the date of the meeting. Places will be allocated on a "first come, first served" basis.
9. Members of the public who have not registered in advance will be required to leave the meeting, if the maximum public attendance number has been already met.

E Bennett
Locum Clerk, 28/05/2021